

About us...



Lincolnshire Co-op, based in the historic city of Lincoln, is one of the most successful and progressive independent co-operatives in the country, with an annual turnover in excess of £300 million.

Essential Information – what you need to know

<p>Job purpose:</p>	<ul style="list-style-type: none"> - To help maintain the effective operation of a store during a refurbishment and deliver great customer care, presentation and merchandising standards at all times. - To work cohesively with others as part of an inclusive working environment. - Adhering to our purpose and approach through the understanding of membership, member benefits and wider Society activities.
<p>Your hours</p>	<ul style="list-style-type: none"> - Working across 7 days, as per the need across individual project which may include evening and weekend working.
<p>Your relationships:</p>	<ul style="list-style-type: none"> - Food Projects Manager - Colleagues within the food team, including commercial, operational and store development management. - Colleagues within the wider organisation which include Membership, People Team, Health & Safety, Learning & Development, etc. - Customers at all levels and suppliers\ Partners from outside the business.
<p>What you'll bring to us:</p>	<ul style="list-style-type: none"> - Previous experience in a similar environment is desirable, however full training will be provided. - Good literacy and numeracy skills. - Proficient in the use of Office 365 (Outlook, Word, Excel, etc). - Knowledge of Lincolnshire Co-op and of the Co-operative business model, demonstrating values that would support our purpose and approach. - Excellent interpersonal skills, demonstrating high levels of professionalism at all times. - Pro-active, enthusiastic and confident team player who will contribute to the continued success of the Society.

Together we are...



Providing and supporting
valued services



Helping to grow the
local economy



Caring for our
health and wellbeing



Looking after
our local environment

Your Purpose – I will contribute to my team and the Society’s ongoing success in this role by...

Your duties and responsibilities:

- To fully comply with the required standards of appearance and behaviour, in line with society procedures.
- To be participative member of the store development team, playing an active role in offering suggestions that will benefit the team.
- To have a full understanding of each project and ensure tasks are carried out in line with the works schedule.
- Prepare risk assessment in advance of planned projects and ensure that all team members carry out individual risk assessments for unplanned tasks.
- Take responsibility for merchandising standards during refurbishments and new store setups.
- Liaise with the ranging team to ensure correct planograms are in place and issues are fed back.
- To be able to competently construct/ install various pieces of equipment and coach other team members to do the same.
- Take responsibility for the security, use and storage of vehicles, tools and equipment used by the team.
- Identify opportunities to develop the business, helping to improve sales opportunities and meet customer expectations.
- To support and encourage colleague involvement in volunteering events.
- To ensure an ongoing commitment to personal development by taking ownership of a blended learning approach of on and off the job training.



Together we are...

- **Helpful** – we'll look for ways to make a difference
- **Inspiring** – we'll help everyone be the best they can be
- **Trustworthy** – we can be relied on

Your Approach – how you will contribute to your team and the Society's ongoing success in this role.

I will be helpful by:

- Responding positively to requests from colleagues and customers.
- Trying to get it right first time.
- Resolving customer complaints and take corrective action.
- Sharing my knowledge with my colleagues.
- Offering to help before being asked.
- Going above and beyond.
- Contributing to the team and its success.

I will inspire others by:

- Supporting and encouraging one another.
- Being a positive role model.
- Listening and learning from my colleagues and line manager.
- Building strong relationships with customers and colleagues.
- Suggesting new ideas and trying new things.
- Taking pride in my work and celebrating success.

I will be trustworthy by:

- Using good judgement in all situations.
- Being open and honest.
- Take responsibility for my work and delivering positive outcomes.
- Treating everyone fairly and with respect.
- Doing my best for each other and our communities.